## OFFICE OF THE DISTRICT ATTORNEY



GEORGE GASCÓN District Attorney JAMES KERRIGAN
CHIEF OF INVESTIGATIONS

#### MEMORANDUM PRIVILEGED & CONFIDENTIAL

TO:

Chief James Kerrigan

VIA:

Capt. Thomas Shawyer

FROM:

Lt. Carlos B. Sanchez

DATE:

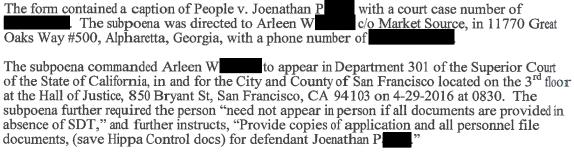
June 3, 2016

RE:

Steve Harris modified Subpoena

On Friday, May 13, 2016, at about 1730 hours, Lt. Van Jackson made me aware of a Federal Express (FedEx) envelope received by Paralegal Supervisor Irene Bohannon on May 13, 2016. Ms. Bohannon had earlier contacted Lt. Jackson to determine whose badge number was #7058 in an effort to properly route the received FedEx package which was addressed to "Assistant District Attorney, Hall of Justice, 850 Bryant St., San Francisco, CA 94103."

Lt. Jackson told me that he determined that #7058 belonged to Insp. Steve Harris. After careful review, the contents of the FedEx package contained a copy of our pre-printed criminal subpoena form that ADA's and DAI members use to issue subpoenas to witnesses for court appearances in filed criminal cases.



The subpoena is signed by Insp. Steve Harris, based on comparisons of his signature, and his DAI star number 7058 is also hand written to the right of his name. The subpoena is dated 4-20-2016. All entries in the pre-printed criminal subpoenas are handwritten.

The FedEx envelope also contained personnel and payroll type documents, including photo copies of a photo ID and Social Security card for Joenathan P Within the large volume of documents, there is a yellow post-it note "ATTN: Steve Harris."

850 BRYANT STREET, THIRD FLOOR · SAN FRANCISCO, CALIFORNIA 94103 RECEPTION: (415) 553-1752 · FACSIMILE: (415) 553-9054

OFFICE OF THE DISTRICT ATTORNEY

Page 2 June 3, 2016

After some investigation, I determined that the court number was not a court number, but instead a SFPD incident report number taken on 6-1-2015 from victim Target Store for an arrest of Joenathan P for embezzlement. The case was dismissed by our office with the originally issued court number due to subject's arrest, to allow subject to participate in our neighborhood court program. The subject did not participate and Lt. Jackson determined that the same subject was a case assigned to Insp. Harris to write a misdemeanor arrest warrant at the request of ADA Marc Massarweh.

I also noted that the subpoena was issued in lieu of a subpoena duces ticum (SDT), for which we cannot issue on non-filed criminal cases and the witness was commanded to appear before the Judge presiding in department 301 which does not exist. It should be noted that room 301 is the office of the Bureau of Investigations where Insp. Steve Harris is stationed. In addition, SDTs are normally prepared in the normal course of duty after a case is criminally filed by ADA's and not DAI members.

On Friday, May 13, 2016, I informed Capt. Tom Shawyer of the above incident. On Monday, May 16, 2016, I was directed to review the incident with Special Prosecutions Unit Managing Attorney Evan Ackiron to determine if we had any criminal violations.

Respectfully submitted,

CARLOS B. SANCHEZ, Lieutenant of Investigations Criminal Division

## OFFICE OF THE DISTRICT ATTORNEY



GEORGE GASCÓN District Attorney

JAMES KERRIGAN
CHIEF OF INVESTIGATIONS

#### MEMORANDUM PRIVILEGED & CONFIDENTIAL

TO:

Inspector Steve Harris

VIA:

Chief James Kerrigan

FROM:

Lt. Carlos B. Sanchez

DATE:

July 14, 2016

RE:

Steve Harris issuance of a modified Subpoena

WRITTEN ADMONISHMENT

#### **OVERVIEW**

On Friday, May 13, 2016, at about 1730 hours, Lt. Van Jackson made me aware of a Federal Express (FedEx) envelope received by Paralegal Supervisor Irene Bohannon on May 13, 2016. Ms. Bohannon had earlier contacted Lt. Jackson to determine whose badge number was #7058 in an effort to properly route the received FedEx package which was addressed to "Assistant District Attorney, Hall of Justice, 850 Bryant St., San Francisco, CA 94103."

Lt. Jackson told me that he determined that #7058 belonged to Insp. Steve Harris. After careful review, the contents of the FedEx package contained a copy of our pre-printed DA criminal subpoena form that ADA's and DAI members use to issue subpoenas to witnesses for court appearances in filed criminal cases.

The form contained a caption of People v. Joenathan P	, with a court case number of
. The subpoena was directed to Arleen W	c/o Market Source, in 11770 Great
Oaks Way #500, Alpharetta, Georgia, with a phone number	of .

The subpoena commanded Arleen W to appear in Department 301 of the Superior Court of the State of California, in and for the City and County of San Francisco located on the 3<sup>rd</sup> floor at the Hall of Justice, 850 Bryant St, San Francisco, CA 94103 on 4-29-2016 at 0830. The subpoena further required the person "need not appear in person if all documents are provided in absence of SDT," and further instructs, "Provide copies of application and all personnel file documents, (save Hippa Control docs) for defendant Joenathan P..."

The subpoena is signed by Insp. Steve Harris, based on comparisons of his signature, and his DAI star number 7058 is also hand written to the right of his name. The subpoena is dated 4-20-2016. All entries in the pre-printed criminal subpoenas are handwritten.

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OFFICE OF THE DISTRICT ATTORNEY

Page 2 June 14, 2016

The FedEx envelope also contained personnel and payroll type documents, including photo copies of a photo ID and Social Security card for Joenathan P Within the large volume of documents, there is a yellow post-it note "ATTN: Steve Harris."

After some investigation, I determined that the court number was not a court number, but instead a SFPD incident report number taken on 6-1-2015 from victim Target Store for an arrest of Joenathan Pabon for embezzlement. The case was discharged by our office with the originally issued court number due to subject's arrest, to allow subject to participate in our neighborhood court program. The subject did not participate and Lt. Jackson determined that the same subject was a case assigned to lnsp. Harris to write a misdemeanor arrest warrant at the request of ADA Marc Massarweh based on initial police report, citation and subject's own admission of circumstances.

It should also be noted that the subpoena was issued in lieu of a subpoena duces tecum (SDT), for which we cannot issue on non-filed criminal cases (except in grand jury inquiries) and the witness was commanded to appear before the Judge presiding in department 301 which does not exist. Room 301 is the office of the Bureau of Investigations where Insp. Steve Harris is assigned. In addition, SDTs are normally prepared in the normal course of duty after a case is criminally filed by ADA's and not DAI members (although permitted), with the proper instructions for returning a criminal SDT, as directed pursuant to California Evidence code sections 1560-1567.

## LEGAL AUTHORITY

Subpoenas are formal legal documents which are a court-ordered command for a person to appear in court for testimony or produce documents that are at issue in a pending case. There are two types of subpoenas: A subpoena ad testificandum, which requires a person to testify before a court or a subpoena duces tecum which requires the production of documents, materials, or other tangible evidence.

California Penal Code sections 1326-1332 outline the authority in the issuance and process required for a subpoena. To wit, the following sections permit a subpoena to be signed and issued by District Attorney's Investigators: section 1326(a)(1) "A magistrate before whom a complaint is laid,...the district attorney or his or her investigator,...for witnesses in the state;" section 1326 (a)(2) "[t]he district attorney, his or her investigator,...for witnesses in the state, in support of an indictment or information, to appear before the court in which it is to be tried;" or section 1326(a)(3) "[t]he district attorney or his or her investigator,...in which a criminal action is to be tried."

California Penal Code section 1326(b) states in part "A subpoena issued in a criminal action that commands the custodian of records...to produce books, papers, documents, or records shall direct that those items be delivered...in the manner specified in subdivision (b) of Section 1560 of the Evidence Code."

California Evidence code sections 1560-1567 outline the process in the issuance of a SDT, specifically section 1560(b)(1) which requires the custodian of record to comply "In any criminal action, five days after the receipt of the subpoena." Section 1560(3)(c) requires "The copy of the records shall be separately enclosed in an inner envelope or wrapper, sealed..." and mailed directly to the clerk of the court [EC §1560(b)].

## OFFICE OF THE DISTRICT ATTORNEY

Page 3 June 14, 2016

California Evidence code section 1561 (a) requires "The records shall be accompanied by the affidavit of the custodian or other qualified witness,..." when returned to the clerk.

#### **FINDINGS**

The District Attorney's Subpoena issued by Insp. Harris has no validity. It is not in conformance to the above legal authority as prescribed in CAPC 1326 et. seq. and EC 1560 et. seq., to wit:

- The issued subpoena does not have a valid court number.
- There is no filed criminal case against Joenathan Pabon and no pending grand jury investigation.
- Department 301 does not exist at the Hall of Justice as noted and marked in the issued DA subpoena
- No Judge presides over department 301 at the Civic Center courthouse located at 400 McAllister St., San Francisco, although there exists a department 301 at that location.
- The proper directions for a valid SDT were not part of the package.
- No affidavit or proper return was directed in the issued subpoena.
- The instruction on the instant case was to write a misdemeanor arrest warrant based on the police report. No further follow up was necessary to be conducted.

The public faith of all members acting ethically and within the law is expected and was compromised with the issuance of the DA Subpoena in question. It is a compromise of our legal process and public faith. Nor the supervisor or the ADA was conferred upon to discuss the issued subpoena served on Arleen W care of Market Source. The issued DA Subpoena method utilized was incorrect and presented to Market Source in an effort to gain documents under false pretenses. At no time was the subpoena filed or represented valid information as prescribed in the legal sections listed above.

#### **RECOMMENDATION**

A written admonishment to be provided to make member aware of the law and authority in the issuance of DA subpoenas, both for personal appearance and documents. Remind member of ethical obligations and Bureau policies.

#### PROGRESSIVE DISCIPLINE PROCESS

The purpose of the corrective discipline memorandum is to encourage change and correct negative behavior, not to punish the employee. Because this memorandum is <u>not</u> a letter of reprimand, POBR sections 3300-3313 of the Government Code <u>does not</u> require the employee to be represented by legal counsel. This corrective discipline should be handled in the following manner:

- Verbal counseling through a written memorandum which will stay in the employee's file
  for six months from the date of counseling. This memorandum will then be <u>destroyed</u>
  and removed from the employee's file unless further action is required as a result of a
  lack of compliance by the employee.
- This incident will be noted in the employee's performance evaluation for the appropriate year.

OFFICE OF THE DISTRICT ATTORNEY

Page 4 June 14, 2016

The next steps in the corrective action process could include, but may not be limited to, further written counseling, notation of inadequacies in this area during the performance appraisal cycle, and/or suspension without pay and/or termination.

#### **EMPLOYEE RIGHTS**

• (Sec 3305 GC): No public safety officer shall have any comment adverse to his interest entered in his personnel file, or any other file used for any personnel purposes by his employer, without the public safety officer having first read and signed the instrument containing the adverse comment indicating he is aware of such comment, except that such entry may be made if after reading such instrument, the public officer refuses to sign it.

Should a public safety officer refuse to sign, that fact shall be noted on that document, and signed or initialed by such officer.

• (Sec 3306 GC): A public safety officer shall have 30 days within which to file a written response to any adverse comment entered in his personnel file. Such written response shall be attached to, and shall accompany, the adverse comment.

#### Attachments:

-Copy of Subject DA Subpoena -CA PC §§1326-1332 -CA EC §§1560-1567		
I acknowledge receipt of the above	e admonishment.	
INSP STEVE HARRIS	DATE	

# SUPPLIOR COURT OF THE STATE OF CATORNIA IY AND COUNTY OF SAN FRANCIC O

PEOPLE OF THE STATE OF CALIFORNIA,	
Plaintiff,	)
vs.	<u> </u>
JENATHAN +	) CASE NO
DEFENDANT	<u>「(S).</u> )
140	
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ARLEEN W. CO MARKET	DOURCE
RES. ADDRESS	
	PHONE:
BUS. ADDRESS 11770 GLEAT CLKS Way #5	PHONE:
YOU ARE COMMANDED TO APPEAR before the Judge presid	PAONE:
YOU ARE COMMANDED TO APPEAR before the Judge presid	ing in DEPARTMENT 301 of the Superior Court of the
State of California, in and for the City and County of San Franc	isco located on the
merked below.	
HALL OF JUSTICE	SAN FRANCISCO SUPERIOR COURT
850 BRYANT ST.	400 McALLISTER
SAN FRANCISCO, CA 94103	SAN FRANCISCO, CA 94102
on 04 79 2016	//a.m
criminal action on behalf of the People of the State of California.	m. to testify as a witness in the above-named
The state of Camorilla.	
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\* A person who is subpoenaed to appear at a session of court may agree with the party at whose request the subpoena was issued to appear at another time or upon such notice as may be agreed upon, in lieu of appearance at the time specified in the subpoena. Sec. 1331.5 Penal Code

As a witness you may be entitled to fees and mileage. A request form is provided by the Court for this purpose. Discuss this matter with the party subpoenaing you or the courtroom clerk at the time you appear. You must appear to make this request.

- \* Pursuant to Section 1331.5 of the Penal Code any failure to appear pursuant to such agreement may be punished as a civil and criminal contempt.
- \* As a witness your presence pursuant to this subpoena may be required for the entire day. Please plan accordingly

Page 1 of 1

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SHIP DATE: 12MAY16 ACTWGT: 1.00 LB CAD: 100136464/INET3730

BILL SENDER

TO ASSISTANT DISTRICT ATTORNEY HALL OF JUSTICE

850 BRYANT ST

SAN FRANCISCO CA 94103 (707) 225-2692 REF: ALLEGIS HR PO:

FRI - 13 MAY 3:00P STANDARD OVERNIGHT

XH JCCA

TRK# 7763 2449 4450

94103 <sub>CA-US</sub> SFO



**L** Kbress

**Extremely Urgent** 

### DISTRICT ATTORNEY'S SUBPOENA FIOR COURT OF THE STATE OF CA FORNIA TY AND COUNTY OF SAN FRANCILO

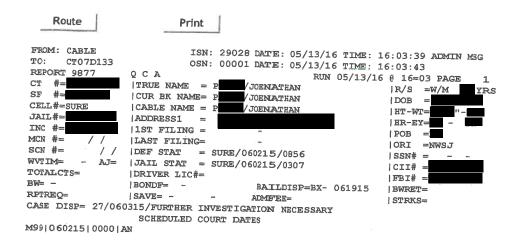
PEOPLE OF THE STATE OF CALIFORNIA Plaintiff CASE NO. DEFENDANT(S THE PEOPLE OF THE STATE OF CALIFORNIA TO: RES. ADDRESS PHONE BUS. ADDRESS 11770 GAGAT CLAS WAY \$ 500 PHONE: ALPHALETTA, GEORGIA YOU ARE COMMANDED TO APPEAR before the Judge presiding in DEPARTMENT. of the Superior Court of the State of California, in and for the City and County of San Francisco located on the floor at the address marked below: HALL OF JUSTICE SAN FRANCISCO SUPERIOR COURT 850 BRYANT ST. 400 McALLISTER SAN FRANCISCO, CA 94103 SAN FRANCISCO, CA 94102 m. to testify as a witness in the above-named criminal action on behalf of the People of the State of California. YOU ARE FURTHER REQUIRED to bring with you the following: ( ) Offes of Alleration and ALL FURTHER INSTRUCTIONS: \_ CEANS HAPPA CONTROL DOES DEFENDANT JOENATHUN ? WHEN YOU RECEIVE THIS SUBPOENA San Francisco District Attorney Please call \* \* \* \* \* \* \* \* \* \* \* \* \* \* \* ★ FAILURE TO OBEY THIS SUBPOENA MAY RESULT IN A WARRANT FOR YOUR ARREST AND PUNISHMENT ★ \* BY CIVIL AND CRIMINAL CONTEMPT (SECTIONS 166 PEN. CODE, 1331 PEN, CODE, 1209 C.C.P.) \* A person who is subpoenaed to appear at a session of court may agree with the party at whose request the subpoena was issued to appear at another time or upon such notice as may be agreed upon, in lieu of appearance at the time specified in the subpoena. Sec. 1331.5 Penal Code As a witness you may be entitled to fees and mileage. A request form is provided by the Court for this purpose. Discuss this matter with the party

\* Pursuant to Section 1331.5 of the Penal Code any failure to appear pursuant to such agreement may be punished as a civil and criminal contempt.

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subpoenaing you or the courtroom clerk at the time you appear. You must appear to make this request.

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#### San Francisco Rolice Department INCIDENT REPORT Report Type: Initial Code/No Item Description Brand Model R E EVD 4 ADMISSION FORM TARGET ASSETS PROTECTION 0 4 Serial No. Gun Make Caliber Color Narcotics Lab No. Quantity Value P WHI 1 E Seized by (Star) From Where R D 789 MISSION STREET T Additional Description/Identifying Numbers Y Admission statement regarding incident and signed by (B) P Booked into evidence at Co.B. P Item Description Model R S SAR 1 TABLET APPLE IPAD MINI 0 Serial No. Gun Make Caliber Color Narcotics Lab No. Quantity Value P WHI R \$499.00 Per Item 3 E 1 Seized by (Star) From Where R T Additional Description/Identifying Numbers Y P Item Description Brand Model R S SAR 2 TABLET CASE IPAD 0 Serial No. Gun Make Caliber Color Narcotics Lab No. Quantity Value P BLK R \$40.00 Total E 2 Seized by (Star) From Where R T Additional Description/Identifying Numbers Y P Code/No Item Description Brand Model R S SAR 3 WATCH FITBIT 0 Serial No. Gun Make Caliber Color Narcotics Lab No. Quantity Value P R BLK \$149.00 Total E 3 Seized by (Star) From Where R T Additional Description/Identifying Numbers Y Fitness meter watch P Code/No Item Description Brand Model R S SAR 4 MP3 PLAYER APPLE IPOD 0 Serial No. Gun Make Caliber Color Narcotics Lab No. Quantity Value P R WHI \$145.00 Total E 4 Seized by (Star) From Where R T Additional Description/Identifying Numbers Y P Code/No Item Description Brand Model R S SAR 5 CELLPHONE CHARGER **GEM** BATTERY PACK O P E R T Y Serial No. Gun Make Caliber Color Narcotics Lab No. Quantity Value R WHI \$11.99 Total 5 Seized by (Star) From Where Additional Description/Identifying Numbers

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Incident#	Page 3 of 4



Report Type: Initial

## **NARRATIVE**

Incident# Page 4 of	f 4
Sgt. Stansbury retained the (E1) compact disc with surveillance footage as evidence. I booked (E2) report, (E3) cover letter, and (E4) admission form into evidence.	
I booked Page for 487(b)(3) PC (grand theft, embezzlement by employee) at Southern Police Station with Sgt. Hurwitz's #4146 (3B115) approval.	
While at Southern Station, I notified Sgt. Stansbury #2387 Co.B SIT of the incident, and he took over the investigation and re-booking.	
Officer Aguayo transported Page to Southern Station.	
Officer Aguayo had received a (E4) admission statement form from H with Plants signature. The form had brief summary from Plants regarding the incident. Due to Plants's illegible writing, I could not determine what P wrote in the admission form.	a
Street regarding P began his shift at Target and was detained by H Officer Aguayo had placed P into custody for embezzlement without incident. Officer Aguayo checked for the proper degree of tightness the handcuffs and double-locked them.	on
On today's date at 1841 hrs., I was notified by Officer Aguayo #706 (3B1C) that he was dispatched to 789 Mission	1
I gave H a Follow-Up Form with an assigned case number.	
I received a (E1) compact disc from Head that contained surveillance footage of the incidents with Place. I also received an (E2) loss prevention report, and an (E3) cover letter from Head that outlined the incident regarding P	I
On 05/28/15, Higher reviewed surveillance footage of P who entered a payment for (STOLEN/RECOVERED two ipad mini's, and (STOLEN/RECOVERED4) iPod, and a (STOLEN/RECOVERED5) Gems phone charger items totaling \$1,262.05. Page did not enter any cash into the register for the above listed items.	)1) s
On 05/29/15, He was alerted by a cash auditor for Target that there were suspicious transactions that occurre on 05/24/15 and 05/28/15. He reviewed surveillance footage on 05/24/15 of former employee, (B) Person, who entered a cash payment for an (STOLEN/RECOVERED1) iPad mini, an (STOLEN/RECOVERED2)iPad case, and (STOLEN/RECOVERED3) fitness meter watch into a register totaling \$1800.21. At no point did Pabon enter any cash into the register for the above mentioned items.	10
On 06/01/15 at 1230 hrs., I (3B1C) was dispatched to (V) 789 Mission Street (Target) regarding an embezzlement Upon my arrival, I met with assets protection investigator (R) H who told me the following:	t.